



CAIT

Center for Advanced Infrastructure & Transportation
Rutgers, The State University of New Jersey

NJDOT Bureau of Research
QUARTERLY PROGRESS REPORT

Project Title:	New Jersey State LTAP Technology Transfer Center		
RFP NUMBER: 2004-	NJDOT RESEARCH PROJECT MANAGER: W. Lad Szalaj		
TASK ORDER NUMBER: 149	PRINCIPAL INVESTIGATOR: Dr. Ali Maher		
Project Starting Date: 01/01/2004 Original Project Ending Date: 12/31/2004 Modified Completion Date:	Period Covered: 4th Quarter 2004		

Task	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
Activity				
1. Compile and Maintain Mail List	1.88	5	100	1.88
2. Publish Monthly Newsletter	10.30	25	100	10.30
3. Distribute Technology Transfer Materials	15.45	25	100	15.45
4. Provide Technical Assistance	34.25	40	100	34.25
5. Provide Training	33.31	27	100	33.31
6. Evaluate Effectiveness of Program	4.81	38	100	4.81
Final Report				
TOTAL	100			100

Project Objectives:

The Local Technical Assistance Program (LTAP) seeks to conduct several tasks that will promote best practices and implement state-of-the-art technologies to county and municipal transportation agencies. These activities include training, materials distribution, newsletter publication, technical assistance, and program evaluation. The objectives of this project are to continue to diversify and expand the customer base, deliver quality customer service, communicate the program values to partners and clients, and enhance the technology transfer network, through the activities of the Local Technical Assistance Program (LTAP).

Project Abstract:

The Local Technical Assistance Program (LTAP) will maintain mailing lists, publish a monthly newsletter, provide technical assistance, provide training, and evaluate the effectiveness of the program on an ongoing basis throughout the project.

The anticipated results are the creation of a library special collection made available on the LTAP website, monthly newsletter publication, an updated fax/e-mail directory for the transportation field, expanded training programs and additional conferences, and increased involvement with pertinent professional organizations.



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I. Progress this quarter by task:

A. Compile and Maintain Mail List

The mail list database was updated on an as needed basis during this quarter. A contact list of LTAP personnel in Region One was compiled. A new contact list of each LTAP Center was compiled.

B. Publish Monthly Newsletter

Approximately 3,600 individuals received each issue of the newsletter. Three issues of the newsletter were produced during this quarter. Electronic distribution of the newsletter occurred via e-mail. The newsletter is also available on the LTAP webpage: www.ltap.rutgers.edu and previous issues are archived in the "newsletter" section of the webpage: <http://www.ltap.rutgers.edu/newsletter/>.

Volume 6, Number 10 was published in October 2004. The first edition of the quarter included articles on work zone safety final ruling, "PW Paws", revision of the NJ Traffic Records, the "RCAT", and Put the Brakes on Fatalities Day; the upcoming event listing was updated. This month's *Free for the Asking* offering was *Traffic Congestion and Reliability: Linking Solutions to Problems*, published by the Federal Highway Administration.

Volume 6, Number 11 was published in November 2004. This issue featured articles on GIS congressional maps, wastewater emergency response plans, a new feature called the Professional Development Corner, and the upcoming events listing was updated. This month's *Free for the Asking* offering was *Homeland Security: Effective Regional Coordination Can Enhance Emergency Preparedness*, published by the United States Government Accountability Office.

Volume 6, Number 12 was published in December 2004. The third issue of the quarter contained the second installment of the Professional Development Corner, a recap of the NJ League of Municipalities Conference, updated training schedules and upcoming events.

C. Distribute Technology Transfer Materials

1,117 technical publications were distributed during this quarter. Technology transfer materials were distributed during training seminars, workshops, and *Free for the Asking* requests via the newsletter. In addition, specific requests made by customers included training videos and technical publications, which were duplicated and distributed.

D. Provide Technical Assistance

There were 165 instances of technical assistance provided by the LTAP staff. Requests were received via telephone, e-mail, mail, and fax.

E. Provide Training

Training has occurred this quarter in the following program areas: Road Scholar One, Road Scholar Two, three design workshops, one continuing education conference, and two transportation seminars. During this quarter, 728 individuals were trained via 14 programs.



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F. Evaluate Effectiveness of Program

Program effectiveness was measured by use of course evaluations completed by participants at the end of each training program. Participants were asked to rate the overall quality of the course content, instructor, and presentation of the materials. Participants consistently rated the programs as having met or exceeded their expectations.

2. Proposed activities for next quarter by task pending approval of 2005 project:

A. Compile and Maintain Mail List

The mail list will be updated on an as needed basis.

B. Publish Monthly Newsletter

The newsletter will remain on a monthly publishing schedule.

C. Distribute Technology Transfer Materials

Technology transfer materials will be distributed during training programs, and by request. The lending library is always available.

D. Provide Technical Assistance

Technical assistance will be provided in response to any inquiries made via telephone, fax, or e-mail.

E. Provide Training

Training programs are scheduled for the next quarter as follows:

Road Scholar One Program

Road Scholar Two Program

Crew Supervisors Academy

Municipal Engineering Construction Inspection One

Municipal Engineering Construction Inspection Two

Conferences and Seminars

Asset Management for Public Works

Highway Geometric Design- Interchange Design (2)

Highway Geometric Design- Intersection Design (2)

Annual Rutgers Asphalt Paving Conference



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F. Evaluate Effectiveness of Program

Evaluations will continue to be distributed at each program. An Advisory Committee meeting will be held to review the project activities and progress.

3. List of deliverables provided in this quarter by task:

(product date):

A. Compile and Maintain Mail List

NJ League of Municipalities Contact List

November 2004

B. Publish Monthly Newsletter

Volume 6, Number 10

October 2004

Volume 6, Number 11

November 2004

Volume 6, Number 12

December 2004

C. Distribute Technology Transfer Materials

Ongoing

D. Provide Technical Assistance

Ongoing

E. Provide Training

Shared Services and Privatization

October 6, 2004

Managing Public Equipment

October 6, 2004

Highway Geometric Design

October 6, 2004

Design of Integral Abutment Bridges in New Jersey

October 20, 2004

Highway Geometric Design

October 21, 2004

Highway Geometric Design

October 26, 2004

Confined Space and Excavation Rescue

October 27, 2004

Excavation and Trenching Safety

October 27, 2004

Superpave

October 28, 2004

The Burlington County Flood

October 29, 2004

2000 HCM: Principles, Changes, Software

November 30, 2004

4th Annual Local Research Showcase

December 7, 2004

Porous Pavements Seminar

December 13, 2004

F. Evaluate Effectiveness of Program

Ongoing

4. Progress on Implementation and Training Activities:

All of the activities of this technology transfer project, and their implementation dates are included above.



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5. Problems/Proposed Solutions:

N/A.

Total Project Budget	290,000.00
Modified Contract Amount:	
Total Project Expenditure to date	212,200.00
% of Total Project Budget Expended	73%

* These are approximate expended amounts for the project; these estimates are for reference only and should not be used for official accounting purposes. For a more accurate project accounting please review the quarterly invoice for this project.